

Gain Access Today!

Montana

The Montana Office of Public Instruction is pleased to provide all school systems in Montana with free access to the TransACT® parent notifications. Use TransACT to help you meet complex federal and state parent notification requirements in multiple languages.

Your pre-paid Montana subscription includes:

- **ESEA (NCLB) Parent Notifications**
Contains more than 80 notices supporting ESEA (NCLB) parent communication mandates. Also includes ESEA (NCLB) RoadMaps, a comprehensive suite of online reporting tools for state personnel to monitor parent notification progress.
- **EduPortal® eLibrary - Montana Resources**
A state specific resource folder containing documents uploaded by the Montana Office of Public Instruction.

New User - Quick Tips:

LOGIN TO YOUR ACCOUNT

1. Visit <http://login.transact.com>.
2. Enter your Username and Password
Username: Your full district email address
Password: Designated during registration for personal access
3. Click **Go!**

FIRST TIME USER? REGISTER FOR ACCESS

1. Go to <http://login.transact.com>.
2. Click on the orange **Register** button
3. Select your **State, County and School District**
4. Enter district email and click Next
5. Enter your user information and click Next.
You will receive an automated email with your password.

CHANGE LANGUAGES ON A DOCUMENT

1. Open the document you want
2. Find the orange drop down menu on the upper right that says "English"
3. Hover over the menu and select the language you need
4. Click **Open PDF** in the toolbar on the right side of the page

FILL-IN & SAVE A DOCUMENT

1. Open the document you want
2. Click on the **Fill-in and Save** button in the toolbar on the right side of the page
3. Fill in the text in the highlighted fields
4. Click **Select Languages & Save**
5. Check the box next to the languages you wish to save
6. Open the document in Adobe Reader or Preview
7. Go to File>Print or File>Save As

TransACT®

ESEA (NCLB) Compliance Collection

Montana

Resources

- MT NCLB Parent Notifications Summary, Checklist and Timelines

Series W - ESEA Waiver

- Parent Update: NCLB Remains in Effect - No Waiver Submitted

Series A - Highly Qualified Staff

- Annual Parent Notice, Right to Request Teacher Qualifications
- Teacher Qualification Response to Parents, Highly Qualified Teacher
- Teacher Qualification Response to Parents
- Notice of Teacher Status
- Annual Principal Verification of Highly Qualified Staff Requirements
- Annual Principal Verification of Highly Qualified Staff Requirements - Eligible Rural Schools

Series B - Title III (ELL)

- Home Language Survey
- Notification of English Language Development Program Placement
- Description of English Language Development Program
- Request for English Lang. Development Program Withdrawal/Denial of Enrollment
- Notice of Parent Meeting for English Language Learners
- Parent Participation Form for Parent Meeting of English Language Learners
- Notice of Progress - Title III Annual Measurable Achievement Objectives
- Important Information - Please Complete Notice
- Important Information - Please Read Notice
- Language Identification Chart - Please Point to the Language You Understand
- Welcome to Our School Flyer

Series B - MT Academic English Development

- MT Notification of Academic English Development Program Placement
- MT Description of District Academic English Development Program(s)
- MT Request for Academic English Development Program Withdrawal/Denial of Enrollment
- MT Notice of Parent Meeting for Academic English Learners
- MT Parent Participation Form Parent Meeting of Academic English Learners
- MT Notice of Progress for Title III Annual Measurable Achievement Objectives

Series C - Adequate Yearly Progress (AYP)

- MT Status of School Adequate Yearly Progress (AYP) Notice to Parents
- School Transfer Option (14 Day Notice)
- District Not Making Adequate Yearly Progress (AYP), Letter to Parents
- District Improvement Plan Meeting, Invitation to Participate
- Anticipation of School AYP Status, Letter to Parents
- Results of State AYP Appeal
- Notice of School Restructuring and Parent Meeting
- Meeting Notice: Parent and Community Comment on School Restructuring Plan
- MT Notice to Parents: Options During Restructuring

Series D - Supplemental Educational Services

- MT Annual Notice: Supplemental Educational Services
- MT Parent Request for Supplemental Educational Services
- Determination of Student Eligibility, Supplemental Educational Services
- Supplemental Educational Services: Parent Withdrawal or Request to Change Providers
- District Agreement with State-Approved Supplemental Educational Services Provider

Series D Continued...

- Supplemental Education Services, Individual Learning Plan (ILP)
- Change in District Status as Supplemental Educational Services Provider

Series E - Public School Choice

- Request for School Transfer, Public School Choice
- District Response to School Transfer, Public School Choice
- MT District Response to School Transfer, Alternative to Public School Choice
- MT District Confirmation of School Transfer, Public School Choice

Series F - Parent Involvement

- District Parent Involvement Policy Meeting, Invitation to Participate
- School Parent Involvement Policy Meeting, Invitation to Participate
- Parent Participation Form for District Parent Involvement Meeting
- Parent Participation Form for School Parent Involvement Meeting
- School-Parent Compact
- MT School-Parent-Student Compact
- MT What Every Parent Should Know About the NCLB Act

Series G - Title I Eligibility

- Notice of Schoolwide Title I Eligibility

Series H - Unsafe Schools

- MT Notice of Unsafe School
- MT Request for School Transfer, Unsafe School
- District Response to School Transfer, Unsafe School
- MT Notice to Parent of Student Victim of a Violent Criminal Offense
- MT Request for School Transfer, Student Victim of a Violent Criminal Offense
- District Response to School Transfer, Violent Criminal Offense
- MT District Confirmation of School Transfer, Unsafe School
- MT District Confirmation of School Transfer, Violent Criminal Offense

Series I - Privacy Rights

- Access to Student Information by Military or College Recruiters
- Notice to Obtain Written Parental Consent for Military or College Recruiters
- FERPA: Annual Notice of Student Education Record Privacy
- FERPA: Annual Notice for Disclosure of School Directory Information - High School
- FERPA: Annual Notice for Disclosure of School Directory Information, Elem/Middle
- Protection of Pupil Rights Amendment (PPRA), Annual Notice to Parents
- Protection of Pupil Rights Amendment (PPRA), Scheduled Activities and Surveys

Series J - Homeless Education

- Notice of Educational Services for Homeless Children and Youth
- Public Notice, Education Rights of Homeless Children and Youth
- McKinney-Vento Act, Student Residency Questionnaire
- McKinney-Vento Act, Notice of Discontinuation of Services
- McKinney-Vento Act, Notice of Eligibility
- McKinney-Vento Act, Referral Form

OPI Languages: English & Spanish

Other Available Languages for District Add-on:
Arabic, Chinese, Hmong, Russian, and Vietnamese